

**ACQUISITION CERTIFICATION STANDARDS
PER DAU CATALOG FOR FY99**

| Career Field | LEVEL I | LEVEL II | LEVEL III |
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| Acquisition Logistics (L): | | | |
| Education | (Desired) Baccalaureate degree in a technical, scientific, or managerial field | (Desired) Baccalaureate degree in a technical, scientific, or managerial field | (Desired) Master's degree in a technical, scientific, or managerial field |
| Experience | One year of acquisition experience | Two years of acquisition logistics experience. (Desired) An additional two years of acquisition logistics experience | Four years of acquisition logistics experience. (Desired) An additional four years of acquisition logistics experience |
| Training | ACQ 101 LOG 101 | ACQ 201, LOG 201, LOG 203 and either LOG 204, or LOG 205 (Desired) SYS 201 | LOG 304 |

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| Auditing (U): | | | |
| Education | Baccalaureate in Accounting <u>or</u> baccalaureate in related field, such as business administration or finance, which included 24 semester hours in accounting <u>or</u> at least 4 years experience in accounting <u>or</u> equivalent combination of accounting experience, college education and training | Below GS-9 –Same as Level I. Entry at GS-9 Masters' degree or equivalent <u>or</u> 2 full years of graduate education. (Desired) Beginning graduate studies in accounting, business administration, management, or a related field. (Desired) Professional certification (CPA, CMA, CIA, CISA) | Complete Level II requirements. (Desired) Master's degree in accounting, business administration, management, or a related field |
| Experience | Meet OPM qualification standards for entry into this series <u>or</u> baccalaureate degree with 24 semester hours in accounting. (Desired) Accounting/auditing work in industry or public accounting | Auditing experience of increasing complexity and responsibility. (Desired) Experience performing increasingly complex audits for normal progression and with increasing independence | Meet all Level I/II requirement qualification standards from OPM Qualification Standards Handbook. Supervisory auditors must also meet additional OPM qualifications. (Desired) Assignments in a variety of organizational settings. |
| Training | AUD 1130. (Desired) AUD 6115 | AUD1320, <u>or</u> AUD 4120, <u>or</u> AUD 4230 (Desired) AUD 1430, AUD 1560, AUD 5632, AUD 5650, AUD 5720, AUD 6220, AUD 6240 | AUD 8560. (Desired) AUD 1275 or AUD 4030 or AUD 5640 or CON 301 |

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| Business, Cost Estimating & Financial Management (K): | | | |
| Education | (Desired) Baccalaureate Degree | (Desired) Baccalaureate Degree | (Desired) Baccalaureate degree with 24 hours in accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods or organization and management. (Desired) Master's Degree |
| Experience | One year of acquisition in business, cost estimating, or financial management | Two years of acquisition in business, cost estimating, or financial management. (Desired) An additional two years of experience in business, cost estimating, and financial management. | Four years of acquisition in business, cost estimating, or financial management. (Desired) Ann additional four years of acquisition experience in business, cost estimating, or financial management. |
| Training | ACQ 101 and two of the following: BCF 101, BCF 102, or BCF 103 | ACQ 201, BCF 205 and BCF 101 or BCF 102, or BCF 103 (not taken for Level I) and BCF 203 or BCF 204 or BCF 211 | BCF 301 |

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| Communications - Computer Systems - R: | | | |
| Education | (Desired) Baccalaureate degree, preferably with a major in computer science, management of AIS, business administration, or a related field | (Desired) Baccalaureate degree, preferably with a major in computer science, management of AIS, business administration, or a related field | (Desired) Master's degree, preferably with a major in computer science, management of AIS, business administration, or a related field |
| Experience | One year of acquisition in communications-computer systems | Two years of acquisition, at least one year of which must be in communications/computer systems | Four years of communications-computer systems, at least two years of which must be in program office or similar organization (Desired) Four additional years of communications/computer systems acquisition experience |
| Training | ACQ 101, IRM 101 | ACQ 201, IRM 201 | IRM 303 (Desired) PMT 302 |

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| Contracting - C: | | | |
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| Education | Baccalaureate <u>or</u> 24 semester hours in accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management <u>or</u> at least 10 years of acquisition experience as of 1 Oct 91 | Baccalaureate <u>or</u> 24 semester hours in accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management <u>or</u> at least 10 years of acquisition experience as of 1 Oct 91 (Desired) Graduate studies in business administration or procurement | Baccalaureate <u>or</u> 24 semester hours in accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management <u>or</u> at least 10 years of acquisition experience as of 1 Oct 91. (Desired) Master's degree in Business Administration or Procurement |
| Experience | One year of contracting experience | Two years of contracting experience (Desired) An additional two years of contracting experience | Four years of contracting experience (Desired) An additional four years of contracting experience |
| Training | CON 101, CON 104 | CON 202, CON 204, CON 210 | CON 301, CON 333 |

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| Industrial/Contract Property Management (D): | | | |
| Education | Baccalaureate Degree or 24 semester hours among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management | Baccalaureate Degree or 24 semester hours among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management | Baccalaureate Degree or 24 semester hours among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management |
| Experience | One year of acquisition experience | Two years of experience in an industrial property management acquisition position. (Desired) An additional 2 years of experience in an industrial property management acquisition position | Four years of experience in an industrial property management acquisition position of increasing responsibility and complexity. (Desired) Four additional years of experience in industrial property management acquisition positions |
| Training | IND 101, IND 102, IND 103, CON 101 | IND 201, IND 202, CON 210, CON 202 | CON 301, CON 333, IND 202 |

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| Manufacturing, Production and | | | |
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| Quality Assurance (G) (H): | | | |
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| Education | No mandatory education requirements | (Desired) Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, quality assurance, or related field. (Desired) Master's degree in business, production management, engineering, or a related field. | (Desired) Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, quality assurance, or related field. (Desired) Master's degree in business, production management, engineering, or a related field |
| Experience | One year of acquisition experience in engineering, manufacturing, production and quality assurance. (Desired) Four cumulative weeks rotational assignments at a contractor and/or government industrial facility to include experience in quality, manufacturing, engineering, and contracting. | Two years of acquisition experience in engineering, manufacturing, production and quality assurance. (Desired)) Four cumulative weeks rotational assignments at a contractor and/or government industrial facility to include experience in quality, manufacturing, engineering, and contracting. (if not completed at Level I). (Desired) Two additional years of experience in manufacturing, production, or quality assurance | Four years of acquisition experience in engineering, manufacturing, production and quality assurance. (Desired) Four additional years of experience in manufacturing, production, or quality assurance. |
| Training | ACQ 101, PQM 101 | ACQ 201, PQM 201 | PQM 301 (Desired) One advanced seminar in current acquisition management issues. |

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| Program Management (A): | | | |
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| Education | (Desired) Baccalaureate degree preferably with a major in engineering, systems management, or business administration | (Desired) Master's degree, preferably with a major in engineering, systems management, business administration, or a related field | (Desired) 24 semester credit hours from among: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization, and management OR 24 semester hours in the individual's career field plus 12 semester hours in the disciplines listed above, OR pass DANTES/CLEP equivalency exams for the above. (Desired) Master's degree in engineering, systems acquisition management, business administration, or a related field |
| Experience | One year of program management experience | Two years of acquisition experience, at least one year in program management. (Desired) An additional two years of acquisition experience, preferably in a systems program office or similar organization | Four years of acquisition, at least two years in program office or similar organization. (Desired) Two additional years of acquisition experience |
| Training | ACQ 101 (Desired) ACQ 201 and another DAU Level 100 course in another functional area | ACQ 201. (Desired) One DAU Level 200 course in another functional area and Intermediate level management and leadership training | PMT 302 * Have 18 months after assignment to meet this standard for certification |

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| Purchasing (E): | | | |
| Education | (Desired) Sixteen semester hours of undergraduate work with emphasis in business | (Desired) Thirty-two semester hours of undergraduate work, with an emphasis in business | (Desired) Sixty-four semesters hours of undergraduate work, with emphasis in business |
| Experience | One year in purchasing | Two years experience in purchasing | Three years experience in purchasing |
| Training | CON 101 | CON 202 | None |

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| Systems Planning, Research, | | | |
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| Development & Engineering (S): | | | |
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| Education | Baccalaureate in engineering, physics, chemistry, math or related field <u>or</u> 10 years of acquisition experience in SPRDE as of 1 Oct 91 | Baccalaureate in engineering, physics, chemistry, math or related field <u>or</u> 10 years of acquisition experience in SPRDE as of 1 Oct 91. (Desired) Master's degree in engineering, physics, chemistry, mathematics, operations research, management or related field. (Desired) Nine semester hours from among: accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management. | Baccalaureate in engineering, physics, chemistry, math or related field <u>or</u> 10 years of acquisition experience in SPRDE as of 1 Oct 91. (Desired) Advanced degree in engineering, physics, chemistry, mathematics, operations research, management, or related field (Desired) 12 semester hours from among: accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management. |
| Experience | One year of acquisition experience in science or engineering | Two years of acquisition experience in science or engineering. (Desired) An additional two years of acquisition experience in science or engineering. | Four years of acquisition experience in science or engineering. (Desired) Four additional years of experience in acquisition positions of increasing responsibility and complexity. |
| Training | ACQ 101 | ACQ 201, SYS 201 (Desired) A DAU Level 100/200 course in acquisition logistics, program management, quality assurance, communications/computer systems, manufacturing and production, test and evaluation, or systems planning, research, development, and engineering. | SYS 301 (Desired) Any mandatory DAU level 200 or 300 course in acquisition logistics, program management, quality assurance; communications-computer systems; manufacturing and production; test and evaluation; or systems planning, research, development and engineering |

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| Test & Evaluation (T): | | | |
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| Education | Baccalaureate with 24 semester hours in physical science, mathematics, chemistry, engineering, physics, operations research or related field <u>or</u> 10 years of acquisition experience as of 911001 | Baccalaureate with 24 semester hours in physical science, mathematics, chemistry, engineering, physics, operations research or related field <u>or</u> 10 years of acquisition experience as of 911001. (Desired) Master's degree in one of the above fields (Desired) Two 3 CEU technical courses in a test and evaluation specialty area. (Desired) Meet AAC education requirements. | Baccalaureate with 24 semester hours in physical science, engineering, physics, chemistry, math, operations research or related field <u>or</u> 10 years of acquisition experience as of 911001. (Desired) 12 semester hours from among: accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management. (Desired) Master's degree in physical science, math, chemistry, engineering, physics, operations research, or a related field. (Desired) One additional 3CEU technical course in a T&E specialty area. |
| Experience | One year of acquisition experience (T&E experience or technical oriented experience is preferred) | Two years of acquisition experience, of which at least one year is T&E. (Desired) An additional 2 years of acquisition experience , one of which is T&E | Four years of acquisition experience, of which at least two years are T&E. (Desired) Four additional years of acquisition experience, 2 of which are T&E related. |
| Training | ACQ 101, TST 101 | ACQ 201, TST 202 | TST 301 |